

Police and Crime Commissioner for Wiltshire
Police Headquarters,
London Road,
Devizes
SN10 2RD

Grant Thornton UK LLP
Hartwell House
55-61 Victoria Street
Bristol BS1 6FT
T +44 (0)117 905 7600
www.grant-thornton.co.uk

28 February 2013

Dear Mr Macpherson,

Planned audit fee for 2012/13

We are delighted to have been appointed by the Audit Commission as auditors to the Office of the Police and Crime Commissioner (PCC) for Wiltshire and look forward to providing you with a high quality external audit service for at least the next five years. We look forward to developing our relationship with you over the coming months, ensuring that you receive the quality of external audit you expect and have access to a broad range of specialist skills where you would like our support.

The Audit Commission has set its proposed work programme and scales of fees for 2012/13. In this letter we set out details of the audit fee for your audit along with the scope and timing of our work and details of our team.

Scale fee

The Audit Commission defines the scale audit fee as “the fee required by auditors to carry out the work necessary to meet their statutory responsibilities in accordance with the Code of Audit Practice. It represents the best estimate of the fee required to complete an audit where the audited body has no significant audit risks and it has in place a sound control environment that ensures the auditor is provided with complete and materially accurate financial statements with supporting working papers within agreed timeframes.”

For 2012/13, the Commission has independently set the scale fee for all bodies. Your scale fee for 2012/13 is £47,000. The scale fee for the Chief Constable's office is £20,000. The total fee for the audit of the Police and Crime Commissioner's group financial statements, including the statements of the Chief Constable, is £67,000. This compares to the audit fee of £69,842 for the Police Authority audit in 2011/12, and represents a reduction in total audit costs of 3%.

Further details of the work programme and individual scale fees for all audited bodies are set out on the Audit Commission's website at: www.audit-commission.gov.uk/scaleoffees1213.

The audit planning process for 2012/13, including the risk assessment, will continue as the year progresses and fees will be reviewed and updated as necessary as our work progresses.

Scope of the audit fee

Our fee is based on the risk based approach to audit planning as set out in the Code of Audit

Chartered Accountants

Member firm within Grant Thornton International Ltd

Grant Thornton UK LLP is a limited liability partnership registered in England and Wales: No. OC307742. Registered office: Grant Thornton House, Mellon Street, Euston Square, London NW1 2EP
A list of members is available from our registered office.

Grant Thornton UK LLP is authorised and regulated by the Financial Services Authority for investment business.

Practice and work mandated by the Audit Commission for 2012/13. It covers:

- our audit of your financial statements
- our work to reach a conclusion on the economy, efficiency and effectiveness in your use of resources (the value for money conclusion)
- our work on your whole of government accounts return.

Value for money conclusion

For police bodies in 2012/13, the Commission is continuing not to apply the specified value for money conclusion criteria relating to financial resilience and prioritising resources. Auditors are required to focus on the risks relating to the abolition of Police Authorities and the transition to the offices of the PCC and the CC, rather than giving their conclusion based on specified reporting criteria. These risks will, however, include consideration of relevant aspects of the two specified value for money criteria, recognising that police authorities have demised but their functions have transferred to the new bodies.

Before issuing our value for money conclusion we will:

- review the Annual Governance Statement (AGS);
- review the results of the work of the Commission and other relevant regulatory bodies or inspectorates, to consider whether there is any impact on our responsibilities; and
- undertake local risk-based work taking into account guidance from the Audit Commission.

We undertake a risk assessment to identify any significant risks which we will need to address before reaching our value for money conclusion. We will continue to assess your arrangements and discuss any additional work required during the year.

Our planning to date has not identified any additional work which we are required to undertake to support our VFM conclusion. We will continue to assess your arrangements and discuss any additional work required during the year.

Billing schedule

Our fees are normally billed quarterly in advance. Given the timing of our appointment we will raise a bill for £ 35,250 in March 2013 and £11,750 in June 2013.

Outline audit timetable

We will undertake our audit planning and interim audit procedures in February/March . Upon completion of this phase of our work we will issue our detailed audit plan setting out our findings and details of our audit approach. Our final accounts audit and work on the VFM conclusion will be completed in March to September 2013 and work on the whole of government accounts return in September 2013.

Phase of work	Timing	Outputs	Comments
Audit planning and interim audit	February/March 2013	Audit plan	The plan summarises the findings of our audit planning and our approach to the audit of your accounts and VFM conclusion.

Final accounts audit	July to Sept 2013	Report to those charged with governance	This report will set out the findings of our accounts audit and VFM work for your consideration.
VFM conclusion	March to Sept 2013	Report to those charged with governance	As above
Whole of government accounts	September 2013	Opinion on the WGA return	This work will be completed alongside the accounts audit.
Annual audit letter	October 2013	Annual audit letter	The letter will summarise the findings of all aspects of our work.

Our team

The key members of the audit team for 2012/13 are:

	Name	Phone Number	E-mail
Engagement Lead	Simon Garlick	0117 305 7784	simon.p.garlick@uk.gt.com
Engagement Manager	Chris Rockey	0117 305 7849	chris.rockey@uk.gt.com
Audit Executive	Jackson Murray	0117 305 7784	jackson.murray@uk.gt.com

Additional work

The scale fee excludes any work requested by you that we may agree to undertake outside of our Code audit. Each additional piece of work will be separately agreed and a detailed project specification and fee agreed with you.

Quality assurance

We are committed to providing you with a high quality service. If you are in any way dissatisfied, or would like to discuss how we can improve our service, please contact me in the first instance. Alternatively you may wish to contact John Golding, our Public Sector Assurance regional lead partner john.golding@uk.gt.com.

Yours sincerely

Simon Garlick
For Grant Thornton UK LLP

